

The process for requesting projects to be included in the Transportation Improvement Program (TIP) is described briefly in this appendix.

The local representatives should first decide which projects from the CTP they would like funded in the TIP. A TIP request for a few carefully selected projects is likely to be more effective than requesting all the projects proposed in the CTP. These projects should be prioritized by the local representatives and summarized briefly, as shown on Appendix Page G-3.

The Rural Planning Organization (RPO) is vital in selecting projects as well. The RPO is an organization that is comprised of local staff and elected officials of rural areas across the region. One of their primary duties is to conduct needs assessment for the region and develop a TIP priority list that houses the necessary projects for the area. The RPO will then submit this priority list to the Board of Transportation.

After determining which projects are the highest priority for the area, a TIP project request should be sent to the Board of Transportation Member from the municipality's or county's respective district. The TIP project request should include a letter with a prioritized summary of requested projects, as well as a TIP candidate project request form and a project location map for each project. An example of each of these items is included in this appendix.